



Lawrence Livermore National Laboratory

Mailing Address: P.O. Box 5510, L 725, Livermore, CA 94551

EMPLOYMENT OPPORTUNITIES BULLETIN

November 16, 2001

Lawrence Livermore National Laboratory (LLNL) is a U.S. Department of Energy national laboratory operated by the University of California. Lawrence Livermore's mission is to apply science and technology in the national interest, with a focus on global security, global ecology, and bioscience. Laboratory employees are working with industrial and academic partners to increase national economic competitiveness and improve science education. The Laboratory's mission is dynamic and has changed over the years to meet new national needs.

The Laboratory's main facility is located in Livermore, California, approximately 50 miles south east of San Francisco. LLNL employs approximately 7000 employees and has an annual budget of over \$860 million.

JOB LISTINGS

Current vacancies are listed and updated daily in the LLNL Jobs homepage at www.llnl.gov/jobs. Current vacancies are also listed weekly in the printed Employment Opportunities Bulletin (EOB) which is available on-site in the Laboratory's Human Resources Department (B571) and the Career Center (B415), as well as offsite at the State of California Employment Development offices, and at many Bay Area libraries, colleges, and placement agencies. Positions may also be advertised in technical and professional publication, newspapers, magazines, and job web sites.

POSTING REQUIREMENT

Job vacancies are posted for a minimum of two weeks from the day the job is listed on the LLNL Jobs homepage. The posting date is indicated next to each job description. Since the hire decision may be made any time after the two-week period, only resumes received within this time frame can be assured of consideration. Positions remaining open after the initial two weeks will stay posted on the homepage until the recruitment process is completed. Our printed Employment Opportunities Bulletin lists open positions in full text for four weeks and then identifies them in the bulletin index. Updates to the printed EOB occur on a weekly basis.

EMPLOYEE TRANSFER AND PROMOTION

LLNL employees must apply using the Laboratory Employee Application Process (LEAP) form available on www.llnl.gov/jobs to be considered for specific job openings. A hard copy LEAP form is also available in the HR Lobby or Career Center. **Only career indefinite employees are eligible to apply for internal posted openings.**

HOW TO APPLY

To apply for specific positions at the Laboratory, please submit

a full resume on-line at www.llnl.gov/jobs. Only submissions indicating interest in a specific posting or postings will be processed. If you cannot submit your resume electronically, please mail to Recruiting & Employment L-725, P.O. Box 5510, Livermore, CA 94551. Resumes should be originals or a good reproduction typed on plain white 8-1/2 x 11 paper with no underlining, graphics or shading. In order to ensure proper routing, please indicate the job posting number(s) for each desired position. Each time you apply for a specific position you must enclose a resume. Your resume will remain in our database for a minimum of six months. However, new resumes will replace any previous saved resumes over thirty days old in the applicant system.

RESPONSE AFTER SUBMITTING RESUME

You will receive a response confirming receipt of your resume. After reviewing referred resumes, the hiring organization will determine which candidates to interview and will contact potential interviewees directly. We ask that you not contact the hiring department about the status of your resume. Only individuals who are interviewed will be notified of selection or non-selection for a position by the hiring organization. The hiring organization will select the applicant with the most suitable qualifications. Final approval for hire is contingent upon satisfactory completion of a pre-employment investigation.

EMPLOYMENT ELIGIBILITY

Except in unusual circumstances, U.S. citizenship is required for employment at LLNL in positions requiring Department of Energy security clearances. In compliance with the Immigration Reform and Control Act of 1986, LLNL only employs individuals who are legally able to work in the U.S. and who can provide valid supporting documentation.

ADDITIONAL INFORMATION

To inquire about LLNL employment, please call (925) 423-2977. Office hours are from 8:00 a.m. to 4:45 p.m. Monday through Friday. Accommodations for persons with disabilities can be arranged. For TDD please call (925) 422-4327.

EMPLOYEE BENEFITS OVERVIEW

Lawrence Livermore National Laboratory (LLNL) offers an excellent benefits package. The following is a summary of the major benefits. Benefits may vary according to type of appointment, time worked and duration of the assignment. <http://www.llnl.gov/llnl/02employment/workingat.htm>

VACATION

Ten hours are accrued each month. This amount increases after ten, fifteen and twenty years of service.

SICK TIME

Eight hours are accrued each month with no maximum accrual.

HOLIDAYS

Approximately twelve paid holidays are granted each year.

HEALTH PLANS

Employees have a choice of four HMO's (Health Net, Kaiser, PacifiCare and Western Health Advantage), a Fee-for-Service plan (High Option) and a Point-of-Service plan (UC Care). LLNL pays the full premium on some health plans.

DENTAL PLANS

Two comprehensive plans, PMI and Delta Dental, are available. LLNL pays the full premium.

VISION CARE PLAN

Vision care is provided by the Vision Service Plan. LLNL pays the full premium.

LIFE INSURANCE

LLNL provides free life insurance equivalent to one year's salary (\$50,000 maximum) and \$100,000 business travel insurance. In addition, you may purchase up to four times annual salary in extra life insurance. You may also purchase dependent life insurance.

LEGAL EXPENSE PLAN

This employee-paid plan is designed to help you with preventative, domestic, consumer and defensive legal services.

ACCIDENTAL DEATH AND DISMEMBERMENT PLAN

Up to \$500,000 in coverage, employee paid, is available.

DISABILITY INSURANCE

UC-paid temporary disability is provided. Employees may also supplement the UC-paid temporary disability plans with an employee-paid disability plan.

TAX SAVINGS PLAN

There are several plans that permit deductions of some benefit costs or expenses from gross pay before federal and state taxes.

RETIREMENT

In addition to Social Security, the employee contributes to the UC Defined Contribution Plan and/or Defined Benefit Plan.

ADDITIONAL SERVICES

CAREER OPPORTUNITIES AND TRAINING

LLNL encourages career development. Laboratory-sponsored education and training programs are available on-site, and eligible employees may receive release time and tuition reimbursement for classes at the many nearby universities. Several degree programs are offered on-site. <http://www.llnl.gov/llnl/02employment/workingat.htm>

HEALTH SERVICES

The Health Service Department has a professional staff of doctors and nurses providing emergency medical care, periodic health evaluations, health education, counseling and other related services. <http://www.llnl.gov/healthserv/welcome.html>

TRANSPORTATION

Call 422-RIDE for information on transportation alternatives including BART, AC Transit, and car/van pools. <http://www.transitinfo.org>
<http://www-r.llnl.gov/tsmp/about-tsmp.html>

CHILDREN'S CENTER

LLNL Employee Services Association offers employee paid, full and part-time care for children (newborn to 5 1/2 years of age) as well as an after-school program for kindergarten through 5th grade children. <http://llesla.llnl.gov/childcare/>

EXERCISE AND EMPLOYEE SERVICES

The LLNL Employee Services Association sponsors many clubs and activities, as well as an on-site exercise program and chair massage. The on-site Employee Store offers discounts on merchandise and reduced-cost tickets to area theme parks and special events. An Olympic-size pool, picnic areas, and par course are also located on-site. <http://llesla.llnl.gov>

HOUSING

The Housing Office provides rental housing information and information about the local and surrounding communities. <http://www.llnl.gov/llnl/02summer/Rental98.html>

CREDIT UNION

Three credit union branches are available with one located on-site. Automatic payroll deductions are an available option.

ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES

LLNL will provide, upon the applicant's request, reasonable accommodations to enable the applicant to participate in the selection process and/or perform the essential functions of the job.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

SCIENTIFIC ASSOCIATE / QUALITY ASSURANCE

ANALYST(302.1) - #EP-2985 - Environmental Protection Department (EPD)/Operations and Regulatory Affairs Division (ORAD) - 9692

Date: 11/12/01 **Salary:** \$4,882-\$7,860

NOTE:

This is a Flexible Term (at will) appointment, not to exceed six years. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Operations and Regulatory Affairs Division (ORAD) is seeking a Quality Assurance (QA) Analyst to collaborate with high level technical personnel and provide advanced technical support in planning, executing projects and tasks involving the Division's technical and procedural self-assessment and nonconformance reporting and tracking systems. This includes working with Environmental Protection Department Assurance Office staff to manage the Division's implementation of the Safety, Security, and Environmental Protection Directorate formal self-assessment program using databases to track assessments, non-conformances, procedures, Integration Work Sheets, and other QA activities. This position reports to the Division Quality Assurance Coordinator. Interactions are with internal and external employees.

ESSENTIAL DUTIES:

- ~ Work independently to plan, coordinate, and implement technical and procedural self-assessments to assure the compliance of project activities with established standards and requirements.
- ~ Coordinate, implement, interpret, analyze and report the results of nonconformance reporting and tracking.
- ~ Effectively and constructively communicate self-assessment and nonconformance results to the line organizations and management.
- ~ Provide technical guidance to groups and individuals in response to assessment results and non-conformances.
- ~ Follow-up on past assessments and non-conformance reports; verify and facilitate closure of open issues.
- ~ Maintain a tracking system for all assessments (planned and conducted) and non-conformance.
- ~ Serve as division representative to the EPD Assurance Office with respect to Safety, Security, and Environmental Protection Directorate formal self-assessments. Ensure that formal self-assessments are entered into DefTrack and corrective actions are completed in a timely manner. Verify and close DefTrack items.
- ~ Manage the Division's process for electronic distribution of procedures.
- ~ Perform Quality Control data review of environmental analytical data.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ A bachelor's degree in environmental technology or a related scientific field with several years of relevant experience, or the equivalent combination of education and experience.
- ~ Advanced knowledge and demonstrated experience in planning, coordinating, implementing, interpreting and communicating formal QA self-assessment plans and nonconformance reporting and tracking.
- ~ Experience and expertise in the application of quality assurance policies and practices.
- ~ Experience managing and manipulating data using spreadsheets and databases.
- ~ Experience working on multiple parallel tasks with frequent interruptions.
- ~ Experience communicating effectively and interact directly with a diverse group of personalities and disciplines during performance of job

duties.

- ~ Excellent verbal and written communication skills.
- ~ Excellent customer service orientation.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with chemical analysis of environmental samples.
- ~ Experience with environmental monitoring and surveillance technique

SECURITY: Anticipated clearance level: L

EMPLOYMENT REP: Stacy Page

SCIENTIFIC ASSOCIATE(302.1) - #EP-3137 - Environmental Protection Department (EPD)/Operations and Regulatory Affairs Division (ORAD) - 9692

Date: 11/12/01 **Salary:** \$5140-\$8442

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Environmental Operations Group (EOG) of the Operations and Regulatory Affairs Division (ORAD) is seeking a Scientific Associate to collaborate with high level technical personnel and provide advanced technical support in planning and executing projects and tasks involving environmental compliance activities. This includes providing technical support and assistance to all LLNL organizations in meeting environmental compliance requirements, conducting site characterizations involving complex sampling and analyses, and conducting emergency response activities. This position reports to the EOG Group Leader and interacts with LLNL staff and management up to the Associate Director level, and may also involve interaction with regulatory agency and Department of Energy personnel.

ESSENTIAL DUTIES:

- ~ Resolve complex compliance issues by researching environmental regulations and collaborating with LLNL organizations and regulatory agencies, as necessary.
- ~ Work independently to interpret and implement pertinent Federal, State, and local environmental regulations, as well as UC policies and DOE orders
- ~ Conduct technical evaluations and audits of experiments, operations, and facilities to identify potential environmental problems and negotiate/recommend alternatives for control or corrective actions
- ~ Conduct sampling for waste and site characterization and identify appropriate analytical methods. Determine appropriate management methods for hazardous and radioactive wastes.
- ~ Analyze and interpret complex analytical data. Report results, identify problems, and plan projects to solve problems.
- ~ Provide emergency response guidance to mitigate consequences of accidental releases as well as emergency response work during on and off hours.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ A bachelor's degree in environmental technology or a related scientific field with several years of relevant experience, or the equivalent combination of education and experience.
- ~ Excellent working knowledge of federal, state and local environmental

regulations pertaining to hazardous waste, and a general knowledge of water and air regulations.

- ~ Experience conducting technical evaluations and audits to identify potential environmental problems and making recommendations for action.
- ~ Advanced knowledge of waste sampling and monitoring and monitoring equipment,
- ~ Experience in implementing environmental regulations.
- ~ Excellent verbal and written communication skills.
- ~ Excellent customer service orientation.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience in environmental incident response.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

ENGINEERING DESIGN ASSOCIATE / PLANNING ASSOCIATE(334.1) - #PE-3090 - Plant Engineering - 9677

Date: 11/1/01 **Salary:** \$5140-\$8442

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

Under general direction, performs a variety of the planning duties in the Space & Site Planning Office for the site development of the Laboratory. Approve siting of facilities and activities based on investigation, analysis and negotiation after resolving issues with variable technical criteria. Interact with S&SP manager and internal staff, Program clients, Associate Director Facility Manager (ADFMs), the Institutional Facility Manager (IFM), and Maintenance & Operations (M&O) on a variety of site, facilities and budget related planning issues. Reports to Deputy Manager of Space and Site Planning.

ESSENTIAL DUTIES:

- ~ Interpret and translate complex data related to facilities and infrastructure to support analysis of both site planning and space planning issues.
- ~ Identify site development issues and develop project plans to resolve issues, ensuring work products are in compliance with project objectives, budget, utilizing available resources, and integrating the requisite coordination with other design disciplines and reviews.
- ~ Research Laboratory databases for the retrieval and manipulation of specific site planning applications. Prepare siting approval documents based on analysis, findings and determination.
- ~ Provide technical support to lead planners and coordinate work with technical and administrative personnel at both in-house and outside work units.
- ~ Maintain client contacts and facilitate resolution of planning issues.
- ~ Develop and prepare, (or set up package for vending) collateral illustrations to support planning documents, initiatives, proposals and special studies.
- ~ Collaborate with senior planners or project team members to design, develop, and conduct planning presentations to management and user groups.

MARGINAL DUTIES:

- ~ Other duties as assigned.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Bachelor's degree in an environmental design-related field, or equivalent level of demonstrated knowledge.
- ~ Extensive related experience in architecture, landscape architecture or urban planning.
- ~ Demonstrated knowledge in physical planning, and the understanding of planning or an institution complex.
- ~ Demonstrated ability to conceptualize and solve complex technical problems using independent decisions with discretion and good judgement to establish or modify guidelines, techniques or procedures.
- ~ Demonstrated experience coordinating or managing multiple projects effectively in a fast-paced team environment.
- ~ Demonstrated strong graphic skills. The ability to use computer software (e.g. AutoCAD and Illustrator) as well as traditional methods to produce graphics.
- ~ Demonstrated effective verbal and written communication skills

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Knowledge and use of Quark (or other or other publishing software) Adobe Illustrator, Photoshop, and Powerpoint.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Chris Nishida

ENGINEERING ASSOCIATE/SENIOR ENGINEERING ASSOCIATE(337.1/339.2) - #ME-3113 - Mechanical Engineering/Defense Technologies Engineering Division - 9775

Date: 11/2/01 **Salary:** \$5140-\$8442/\$5956-\$9768

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

Defense Technologies Engineering Division seeks an Engineering Associate/Senior Engineering Associate to work in the Initiation System Group. This group is responsible for the conceptual design, development, qualification, and production oversight of detonation/safin assemblies. These systems include exploding bridgewire, slapper, and optical detonators and mechanical safe-and-arm-devices. Under general direction from the group leader or lead engineer, the successful candidate will provide advanced technical leadership, establish scope of work and oversee development and implementation in a wide range of projects to ensure that LLNL initiation systems meet reliability, safety, and programmatic requirements. Will interface with technicians, engineers, and scientists within LLNL and with outside agencies including LANL, SNL, Allied-Signal-Kansas City, and Pantex. This position reports to the Initiation Systems Group Leader.

In addition, at the 339.2 level:

Under minimal direction, will collaborate with the group leader and lead engineers to provide highly advanced technical support in strategic and budgetary planning. Will perform detailed planning, scheduling, and budgeting of project activities. Will direct production and test activities at Production Agencies.

ESSENTIAL DUTIES:

- ~ Contribute to conceptual designs of mechanical and electrical initiation systems.
- ~ Prepare supporting safety and engineering documentation.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

- ~ Participate in budget planning and scheduling.
- ~ Participate in engineering test operations, analysis of results, and documentation of results in reports.
- ~ Act as a liaison to complete production and test activities at the Production Agencies.

In addition, at the 339.2 level:

- ~ Independently define engineering requirements.
- ~ Perform detailed planning, scheduling, and budgeting of project activities.
- ~ Apply an extensive knowledge of materials and manufacturing process in the solution of complex mechanical problems.
- ~ Perform supporting engineering structural and thermal calculations as required.
- ~ Collaborate with the group leader and lead engineers in strategic and budgetary planning.
- ~ Provide technical leadership and direction to initiate Systems Group Project Teams as required.
- ~ Direct production and test activities at Production Agencies.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS degree in Engineering Technology or in a related field; or equivalent combination of education and extensive experience.
- ~ Experience with mechanical design, manufacturing and assembly techniques.
- ~ Experience with personal computers and application software including Word, Excel, Project, PowerPoint and CAD software.
- ~ Experience in problem solving skills in a multiple-tasked environment.
- ~ Demonstrated clear and concise oral and written communication skills.
- ~ Experience working as a member of a team of professional and technical personnel or on a self-directed, independent basis.

In addition, at the 339.2 level:

- ~ Experience interacting with senior management.
- ~ Experience in applying highly advanced manufacturing and design techniques.
- ~ Experience leading a technical team and providing technical directions to others.
- ~ Experience with project, budget and manpower planning.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with Laboratory and DOE policies and procedures and ES&H requirements.
- ~ Experience with high explosive initiation systems.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

**ENGINEERING TECHNICAL ASSOCIATE/SENIOR
ENGINEERING ASSOCIATE(337.1/339.2) - #ME-3132 -
Mechanical Engineering/Defense Technologies Engineering
Division - 9775**

Date: 11/8/01 **Salary:** \$5140-\$8442/\$5956-\$9768

NOTE:

This is an Indefinite Career position. Only Indefinite Career status employees may apply for this position.

NATURE AND SCOPE OF POSITION:

Defense Technologies Engineering Division seeks an Engineering Technical Associate/Senior Engineering Associate for a position as supervisor for the Weapons Projects Technician Group based in the Building 131 High Bay. Under general direction will provide supervision, management and leadership of nine mechanical technicians and additional matrixed support assisting A, B, & W Program. In addition, will provide advanced technical support to W Program projects or Building 131 High Bay facilities projects at least 30% time. Will interact with technical and administrative personnel throughout LLNL weapons programs. May have contact external to LLNL.

In addition, at the 339.2 level: Will work under minimal direction establishing scope of work and development oversight for highly advanced fabrication, testing, assembly, documentation, and evaluation of weapons development projects. Will interact with senior management, program leaders and scientists.

ESSENTIAL DUTIES:

- ~ Provide management oversight for nine mechanical technicians and other matrixed support.
- ~ Consult with program personnel to define functional requirements and schedule, cost, and materials parameters.
- ~ Direct the development, fabrication and assembly of apparatus, software, equipment, facilities, utilities, components or systems supporting A, B, & W Program projects or Building 131 High Bay facilities projects.
- ~ Design, develop, and/or evaluate complex weapons apparatus and/or diagnostic systems.
- ~ Author reports, make oral presentations, plan resources, and control costs.
- ~ Present project plans to program managers and participate in design reviews.
- ~ Responsible for performance appraisals, salary, ranking and promotion recommendations and discipline of assigned staff.
- ~ Participate in the interviewing and hiring process.
- ~ Anticipate training needs and provide training and advancement opportunities to technician group members.
- ~ Manage computer hardware and software issues to provide the most appropriate and effective tools to technician group members.

In addition, at the 339.2 level:

- ~ Collaborate with program personnel to define unique, original and innovative solutions for developing experimental, research, and prototype mechanical systems.
- ~ Participate in strategic and budgetary planning with senior staff.
- ~ Provide standards and guidelines for proper and uniform fabrication of weapons components.
- ~ Develop and evaluate or direct the development and fabrication of highly complex weapons systems, diagnostics, and environmental test apparatus. Includes staffing and budgeting responsibilities.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS degree in engineering, engineering technology, or equivalent demonstrated knowledge and experience in a related discipline.
- ~ Administrative and technical leadership experience with supervisory and technical skills directly applicable to weapons design and engineering.
- ~ Experience with employee appraisal, salary, ranking, training, promotion and discipline processes.
- ~ Experience developing graphical designs from conceptual ideas using applications software on CAD equipment.
- ~ Experience with computer software including CAD programs, Microso

Word and Excel.

- ~ Experience with project planning, budgeting, and manpower planning.
- ~ Experience participating in and/or presenting designs in design reviews.
- ~ Experience interacting with division and department level management.
- ~ Demonstrated communication skills.
- ~ Experience working as a member of a team of professional and technical personnel or on an independent self-directed basis.
- ~ Experience in problem solving in a multi-tasked environment.
- ~ Experience with advanced fabrication and assembly techniques, materials, processes, equipment and Laboratory/private sector fabrication facilities.
- ~ Working knowledge of ASME Y14.5

In addition, at the 339.2 level:

- ~ Experience generating complex graphical designs using highly advanced CAD software.
- ~ Experience interacting with senior Laboratory and external agency management.
- ~ Extensive administrative and technical leadership experience with advanced supervisory and technical skills directly applicable to weapons design and engineering.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with specific nuclear weapons assembly and component development.
- ~ Experience with Laboratory and DOE policies and procedures and ES&H requirements as they relate to Weapons Programs.
- ~ Experience in establishing project fiscal controls and accounting.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

ENGINEERING/SCIENTIFIC COORDINATOR / FACILITY POINT OF CONTACT(338.1) - #PE-3165 - Plant Engineering / Facilities and Maintenance Management - 9717

Date: 11/9/01 **Salary:** \$5140-\$8442

NOTE:

This is an Indefinite Career position. Only Indefinite Career and Flexible Term status Lab employees may apply for this position.

NATURE AND SCOPE OF POSITION:

Plant Engineering Facilities and Maintenance Management has an immediate opening for a Facility Point-of-Contact (FPOC) to implement Integrated Safety Management (ISM) for multiple facilities housing the Director's Office administrative and support personnel. The FPOC will take general direction from the Director's Office facility manager. The FPOC will be acting as the Responsible Individual for concurring with and permitting all facility changes or modifications and for any potentially hazardous operational activities. Typically, the FPOC will be responsible for approximately 140,000 sq. feet of facilities which will house 400 personnel. Examples of this space range from Class "A" Office Buildings (B111) to WWII barracks buildings (B219/319). The FPOC will be responsible for all aspects of facility operations, maintenance, support utilities, emergency response, and physical & operational security integration. This is a high visibility position, which requires frequent contact with LLNL management, major vendors, LLNL operations personnel, and the general public.

ESSENTIAL DUTIES:

- ~ Planning, coordination, and oversight of Plant Engineering and other service activities within buildings and related support facilities.

- ~ Act as the point of contact for coordination and implementation for all design criteria, construction and facility improvements.
- ~ Originate, review and authorize work requests, preparing scope of work criteria, schedules, project cost estimates, and conducting pre-sta reviews.
- ~ Review all work orders, purchase requisitions, blanket orders, and serve as a point of contact for the coordination of maintenance schedules, and utility outages.
- ~ Independently monitor work activities to insure that there are no hazard or unacceptable collateral effects to the facility or other occupants during the performance of the work.
- ~ Perform facility hazards assessments and apply LLNL safety and environmental guidelines and procedures, and will serve as a key member of the building's emergency response team.
- ~ Extensively interact with Security, Plant Engineering, Hazards Control Environmental Protection, Business Services, outside vendors and contractors.
- ~ Requires a moderate amount of on call and off-hour duties to minimize disruptions to facility occupants and oversee off-hour maintenance and emergency situations.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS degree in an engineering or facility technology or equivalent level of demonstrated knowledge in a technical field.
- ~ Advanced knowledge of the standards, procedures and techniques related to facility management, maintenance or operations and extensive experience in facility operations and maintenance.
- ~ Must have experience and technical base to perform design reviews prior to construction activities.
- ~ Must have demonstrated experience with initiating and coordinating, and scheduling manpower and material. The ability to anticipate and reconcile support problems, including technical and administrative factors affecting critical milestones is essential.
- ~ The applicant must have training and experience to understand and evaluate the hazards and safety requirements of any activity that occurs within the facility.
- ~ The applicant must have training and experience to understand and evaluate Whiz Tags, Job Orders, local operations and any activity that may have an impact on the health and safety of the occupants.
- ~ Applicant must have demonstrated effective interpersonal and communication skills. The applicant must possess outstanding tact and diplomacy.
- ~ Good knowledge of LLNL ES&H, Security, and Waste Management procedures and policies, plus a broad working knowledge of facility support equipment and utility systems.
- ~ Must have the ability to assess safety-related aspects of maintenance and repair needs and recognize problems and safety issues affecting building services.
- ~ Must be able to handle numerous facility issues simultaneously (multi-task).
- ~ Lift and carry up to 55 pounds, climb roof access ladders, and perform physically demanding work.
- ~ Ability to respond to off hour and weekend maintenance and construction activities and emergencies.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience working with Plant Engineering, ES&H, Safeguards & Security, Procurement & Materiel, Space & Site Planning and other relevant LLNL resources is highly desirable.
- ~ Applicant should possess general office skills including computer and database experience, and a good understanding of LLNL's Safety Policies & Procedures.
- ~ Working knowledge of LLNL facility databases (Key Plans, FITS).

Technical / Trades / Services

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~ Knowledge or willing to be trained in emergency preparedness and response procedures.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Chris Nishida

CONSTRUCTION COORDINATOR(368.1) - #PE-3162 - Plant Engineering/Design & Construction - 9683

Date: 11/9/01 **Salary:** \$5140-\$8442

NOTE:

This is an Indefinite Career position. Only Indefinite Career and Flexible Term status Lab employees may apply for this position.

NATURE AND SCOPE OF POSITION:

Under general direction, provide equipment and material acquisition for Labor Only, M&O, and other Laboratory clients. Maintains inventory on tools and equipment. Directs Material Handlers and acts as Certified Technical Release Representative. Interacts with all levels of clients and management. Reports to the Labor Only Group Leader.

ESSENTIAL DUTIES:

- ~ Provide customer service and coordinate material acquisition activities between the contractors, vendors, clients, project managers, construction coordinators, Shops, and Procurement. This includes tracking job orders for delivery dates of material and estimating material delivery dates to be able to schedule Labor Only and Shops jobs.
- ~ Research best possible prices for specified materials and equipment and order as needed.
- ~ Monitor availability of material ordered through the Materials Group to ensure meeting material delivery milestones.
- ~ Act as Technical Release Representative with \$100,000 buying authority on Labor Only accounts.
- ~ Input invoices into the Paris System covering the subcontractor's effort and equipment rental.
- ~ Responsible for fleet management of Labor Only vehicles and equipment.
- ~ Maintain and repair tools and equipment as required.
- ~ Keep an inventory of tools and equipment for all crafts.
- ~ Report new equipment installation locations and provide service warranty and operation manual information on new equipment to the M&O Support Group.

MARGINAL DUTIES:

- ~ Backup other construction coordinators when needed.
- ~ Other duties as assigned.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ An Associate Degree in a related field, or demonstrated knowledge in a technical field, plus extensive experience in procurement of construction materials and equipment.
- ~ Ability to read and interpret construction drawings.
- ~ Demonstrated customer service skills and the ability to work independently or as a team member interfacing well with others, and make presentations to small and medium sized groups.
- ~ Demonstrated knowledge of ES&H laws and regulations.
- ~ Demonstrated ability to successfully coordinate multiple concurrent tasks and priorities.
- ~ Basic computer skills in Mac or IBM to maintain general data and tracking.
- ~ Demonstrated excellent communication skills, oral and written.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

~ Ability to use software such as Microsoft Word, Excel, and Auto CAD Light.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Chris Nishida

SR. HEALTH AND SAFETY ASSOCIATE/FISSILE MATERIAL HANDLER COORDINATOR(371.2) - #HC-2957 - Hazards Control Department/Safety Education and Training Section - 9667

Date: 11/9/01 **Salary:** \$5686-\$9155

NOTE:

This is an Indefinite Career position. Only Indefinite Career status employees may apply for this position. Candidates will be competing with a qualified employee acting in this position.

NATURE AND SCOPE OF POSITION:

The Safety Education and Training Section of the Safety Programs Division within Hazards Control Department has an opening for a Training Specialist in the Nuclear Materials Technology Program (NMTP). The Training Specialist will create and conduct technical training programs for the management staff and users of NMTP facilities. The design and preparation of technical instructional material for presentation by Subject Matter Experts (SMEs) will be a primary focus of this position. The Training Specialist will also implement quality standards and measurements in accordance with applicable Federal, State and local regulations. The Plutonium Facility is one of two operating research and development nuclear facilities in the DOE complex authorized for a full range of operations with unencapsulated plutonium. NMTP, as part of the Defense and Nuclear Technologies Directorate, currently supports DOE programs such as the Stockpile Stewardship and Management Program and the Fissile Materials Deposition Program. Under minimal direction, the successful candidate will report programmatically to the NMTP Training Manager and administratively report to the Safety Education and Training Section Leader. Will work independently to assist in the implementation of training requirements in accordance with appropriate DOE Orders.

ESSENTIAL DUTIES:

- ~ Conduct extensive research to determine the scope of technical training projects and develop performance-based training objectives utilizing instructional analysis, design, development, implementation and evaluation.
- ~ Analyze rules, regulations, and relevant codes (Federal codes & standards, DOE orders, and technical training manuals) to determine training and qualifications and requirements for fissile material handlers at LLNL.
- ~ Collaborate with scientific and technical Subject Matter Experts (SMEs) to analyze and interpret documents, procedures, and facility operations (e.g., glove boxes and workstations) to assess training need
- ~ Perform workplace job analysis and evaluate impact of DOE directive: to create and develop training program content.
- ~ Provide technical training and oversight for initial and continuing training programs in accordance with DOE orders.
- ~ Oversee and coordinate the program for qualifying and certifying fissile material handlers.
- ~ Manage and coordinate training projects with Training Administrator and SMEs.
- ~ Chair the Personnel Evaluation Committee (PEC) and participate as a member of the Plutonium Facility Training Advisory Committee.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

- ~ Substitute for the Training Manager in his/her absence.
- ~ Develop and maintain training policies and procedures for NMTP facilities.
- ~ Represent the NMTP Training Office on special LLNL training committees.
- ~ Present classroom instruction.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BA/BS degree or equivalent experience, education and/or training in radiation protection.
- ~ Demonstrated experience in program or project management and in developing performance-based training in both technical and non-technical environments.
- ~ Experience with a variety of instructional media including classroom teaching experience.
- ~ Demonstrated ability to communicate effectively both verbally and in writing to all levels of personnel to achieve desired results.
- ~ Demonstrated organizational skills with experience in prioritizing multiple and complex tasks, working with interruptions and meeting organizational deadlines.
- ~ Extensive experience with plutonium handling and associated materials, preferably in a nuclear facility.
- ~ Demonstrated ability to communicate effectively both verbally and in writing to all levels of personnel to achieve desired results.
- ~ Substantial knowledge of safety, health, and/or nuclear facility training.
- ~ Demonstrated broad knowledge of radiological fundamentals and experience in the application of engineering technology.
- ~ Demonstrated broad Knowledge and/or experience in a wide range of ES&H technical discipline areas.
- ~ Demonstrated ability to anticipate, identify, and resolve complex problems.
- ~ The successful candidate will be required to obtain:
 - Certification in the Personnel Security Assurance Program (PSAP).
 - Facility's unescorted Radioactive Material Area (RMA) access.
 - ~ Demonstrated computer skills using a variety of software applications.
 - ~ Knowledge of DOE training requirements.
 - ~ Knowledge and/or experience in DOE nuclear facilities.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience in training and developing emergency response course.
- ~ National Registry of Radiation Protection Technologist (NRRPT) certification.
- ~ Technical training certification.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

SUPERVISOR(390.1) - #TC-3089 - Telecommunications & Site Utilities Department/Technical Operations Division - 9544

Date: 10/22/01 **Salary:** \$5140-\$8442

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Technical Operations Division of the Telecommunications & Site Utilities Department (TSUD) has an opening for an experienced

technical supervisor to manage the Installation Technician Unit and provide technical direction and full supervision to technical personnel. Under minimal direction, establish a new work unit by combining the existing inside plant, and outside plant technician work groups. The Installation Technician Unit will be responsible for completing all inside and outside plant work requests in a timely manner, and will provide telephone, special circuit and power supply installation and maintenance. The unit will assist engineering, switch, and new product development operations when technical support is required. Individual will have regular interaction with senior management, unit management technicians and customers. The individual will be responsible to ensure that all work functions are performed safely. This position reports to the Division Leader of the Technical Operations Division.

ESSENTIAL DUTIES:

- ~ Serve as technical specialist solving technical and organizational problems for telephone, special circuit and power supply installations.
- ~ Authorize the daily assignment of specific tasks to technicians based on their skills, knowledge, and abilities.
- ~ Supervise, plan and direct personnel and resources for multiple projects.
- ~ Develop staffing plans that include hiring, career development, training, ranking, performance evaluations, salary recommendations, promotions, disciplinary actions, and safety.
- ~ Establish workflow processes and provide input into the development of a schedule and tracking management information system.
- ~ Develop interfaces and communication mechanisms among all interacting work units, including: Engineering, Customer Service Center Service Order Control, Inventory Support and technician staff.
- ~ Direct the day-to-day work of a support coordinator.
- ~ Collaborate with various TSUD personnel and laboratory customers to define project requirements schedule, cost and material parameters.
- ~ Make frequent decisions using a high degree of independent discretion and judgement.
- ~ Analyze data to increase resource utilization and reduce costs.
- ~ Identify and implement technical criteria and standards for the performance of technician work.
- ~ Check the quality of field work.
- ~ Conduct and participate in meetings where concepts are translated into courses of action.
- ~ Work with Division, Department and Directorate staff to incorporate Integrated Safety Management into work processes.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Bachelors degree in a technical curriculum with telecommunications emphasis or equivalent level of demonstrated knowledge.
- ~ Experience with inside and outside plant telecommunications installation/construction.
- ~ Experience with personal computers and software (Microsoft Word and Excel).
- ~ Experience in making independent, fundamental decisions regarding variable technical problems.
- ~ Demonstrated effective oral and written communications skills.
- ~ Experience performing project planning, budgeting, and manpower planning.
- ~ Experience interacting with senior management.
- ~ Strong leadership experience in an inside/outside plant telecommunications environment with experience providing technical direction to others.
- ~ Previous demonstrated relevant direct supervisory experience.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Detailed knowledge of Electronic Industries Alliance/Telecommunication Industry Association (EIA/TIA) Standards.
- ~ Working knowledge of inside/outside plant installation/construction/maintenance practices.
- ~ BICSI Registered Communications Distribution Designer (RCDD) certification.
- ~ BICSI Technician level certification.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Chris Nishida

SYSTEMS & NETWORK SENIOR ASSOCIATE/CLIENT LIAISON(393.2) - #CO-3130 - Systems and Network Department - 9819

Date: 11/1/01 **Salary:** \$5956-\$9768

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position. This position is also posted as CO-3129.

NATURE AND SCOPE OF POSITION:

Under minimal direction will be the Systems and Network Department (SND) Client Liaison (CL) responsible for providing a broad range of computer system and network administration to the Energy and Environment Directorate. Will be the primary point of contact for identifying, communicating, and coordinating support activities. Will provide administrative management and functional direction to the SND staff. Will report to the Computer Support Unit (CSU) Division Leader and will be a member of the department management team.

ESSENTIAL DUTIES:

- ~ Provide guidance and direction for in-depth technical solutions to install or upgrade, secure, tune, monitor and maintain computer systems and networks.
- ~ Identify program needs and coordinate SND solutions to computer systems and networks.
- ~ Develop and manage service-level agreements.
- ~ Provide career guidance/development, write performance appraisals, participate in value ranking and salary administration.
- ~ Provide leadership to the team; build, develop, and nurture team dynamics; promote the use of interdepartmental resources, tools, metrics, and solutions.
- ~ Plan, manage, and supervise the team's workload.
- ~ Oversee the staff in determining the needs and requirements for new technical solutions to be developed and deployed in Institutional Services groups.
- ~ Forecast, recruit, and hire staff to meet programmatic, directorate, and department needs.
- ~ Participate in departmental and/or directorate/program strategic planning.
- ~ Ensure compliance with applicable ES&H and computer security requirements.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS in computer technology or related field or an equivalent level of demonstrated knowledge.

- ~ Experience providing broad technical contributions and expertise in building, maintaining, and supporting integrated computing environment
- ~ Experience managing computer security related issues.
- ~ Demonstrated supervisory skills necessary to provide oversight and management of a technical staff.
- ~ Demonstrated written communication skills necessary to develop formal correspondence, reports, proposals, and appraisals.
- ~ Demonstrated verbal communication skills necessary to effectively explain, present, direct, negotiate, influence, train, coach, and counsel employees.
- ~ Demonstrated leadership skills necessary to advise, counsel, recommend and approve actions on a wide variety of topics and issues.
- ~ Demonstrated customer service skills that show responsiveness to customer needs, requests and issues.
- ~ Demonstrated ability to maintain effective working relationships.
- ~ Demonstrated analytical and problem-solving skills necessary to independently analyze data, investigate solutions and make recommendations.
- ~ Demonstrated working knowledge of emerging technologies and their application in solving business problems.
- ~ Experience developing service agreements.
- ~ Experience providing broad, independent interactions with all levels of personnel.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Understanding of directorate/program line of business (LOB).
- ~ Understanding of LLNL and DOE computer security requirements.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Barbara Tuck

TECHNOLOGIST C/MS(504.2) - #EP-3088 - Environmental Protection Department/Hazardous Waste Management Division - 9695

Date: 11/6/01 **Salary:** \$19.61-\$32.08

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Hazardous Waste Management Division of the Environmental Protection Department has an immediate opening for a technologist C/MS in the Waste Treatment Group. The successful candidate will work under general supervision to perform technical functions in collecting, packaging, labeling, identifying, segregating, consolidating, treating and storing hazardous, non-hazardous, and radioactive waste generated at LLNL. In addition, the individual will provide general technical support to scientists and engineers in managing data, performing technological developments performing experiments, and laboratory operations. Will interact with co-workers, scientists, engineers and the group team leader. This assignment has a high consequence of error for safety and a moderate consequence of error for programmatic activities.

ESSENTIAL DUTIES:

- ~ Complete and maintain training requirements per federal and state statutes, and LLNL requirements.
- ~ Perform required Waste Storage and Disposal facility inspections to ensure state/federal compliance; maintain appropriate facility records.
- ~ Collect samples, characterize, treat, package and label waste.
- ~ Respond to environmental emergencies at LLNL.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

- ~ Operate a variety of vehicles up to and including 5-ton trucks; use material handling equipment (fork trucks, drum handling equipment, mechanical pump systems, etc.); use hand and power tools.
- ~ Operate wastewater treatments systems; perform pump-outs; maintain accurate and complete records.
- ~ Operate radiation survey instruments.
- ~ Interact with personnel from HWM and Hazards Control.
- ~ Maintain environmental, safety, and health training.
- ~ Plan work schedule to meet deadlines and maintain compliance in facilities.
- ~ Interact with personnel from HWM, Hazards Control, Operations and Regulatory Affairs Division and Laboratory programs in order to gather pertinent data and information. Interactions outside the work unit will be somewhat limited.
- ~ Measure the pH for a variety of waste streams.
- ~ Develop spreadsheets to provide mass balance calculations to support operational parameters.
- ~ Assist with the development and review of procedures and operational documentation.
- ~ Assist with treatment facility equipment installation and trouble shooting.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Associate degree in Chemistry, Environmental Technology, or other science (or equivalent combination of education and experience) with related experience in Waste Management.
- ~ The ability to successfully complete all Federal, State, LLNL and OJT (on the job) training requirements.
- ~ Basic knowledge of chemistry in the bulking or blending, sampling, packaging, and storage of waste.
- ~ Basic working knowledge of radiation survey instruments, pH meters, centrifugal, screw drive, and double diaphragm pumps and vacuum systems.
- ~ Experience using hand and power tools.
- ~ Ability to communicate well with others and to work as a team member.
- ~ Ability to deal effectively with people and handle diverse requirements.
- ~ Ability to maintain accurate detailed records.
- ~ Ability to be flexible and work productively in an environment of continually changing priorities.
- ~ Ability to understand all health and safety aspects of waste management activities.
- ~ Must be able to wear respiratory protection equipment, climb ladders to 25 feet, lift 50 lbs. on a regular basis, and operate a fork truck.
- ~ Demonstrated ability to work in self-directed, multi-disciplinary team as well as independently.
- ~ Basic knowledge of chart of nuclides, half-life's, primary decay modes, specific activities.
- ~ Experience with Macintosh desktop computers and associated software.
- ~ Demonstrated ability to develop spreadsheet to provide mass balance calculations to support operational parameters.
- ~ Basic knowledge interpreting analytical data derived from solids and liquid waste streams to determine characterization and treatment methods.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Ability to work in confined spaces.
- ~ Working knowledge of Resource Conservation and Recovery Act regulations.
- ~ Working knowledge of applicable DOE orders, DOT regulations, and/or California Code of Regulations.
- ~ Willingness to attend evening or weekend courses in chemistry and/or environmental technology, as needed.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

**C&MS TECHNOLOGIST / C&MS SENIOR
TECHNOLOGIST(504.2/504.3) - #EP-2972 - Environmental
Protection Department/Hazardous Waste Management
Division - 9695**

Date: 10/22/01

Salary: \$19.61-\$32.08/\$22.97-\$37.58

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Hazardous Waste Management Division of the Environmental Protection Department has an immediate opening for a C&MS technologist/senior technologist in the Storage and Disposal Group. The successful candidate will work under general supervision (minimal supervision at the 504.3 level) to perform technical functions in collecting, packaging, labeling, identifying, segregating, consolidating, and storing hazardous, non-hazardous, and radioactive waste generated at LLNL. Selected candidate will interact regularly with personnel in C&MS Environmental Services, Hazards Control, and Laboratory programs to ensure accuracy of information and safety of operations. This assignment has a high consequence of error for safety, and a moderate consequence of error for programmatic activities. Reports to Group Leader.

ESSENTIAL DUTIES:

- ~ Assist waste generators by collecting, sampling, identifying, packaging, labeling, and transporting waste.
- ~ Perform required facility inspections to ensure State/Federal compliance; maintain appropriate facility records.
- ~ Operate wastewater retention systems; perform pump-outs; maintain records.
- ~ Perform field testing of waste to verify container contents.
- ~ Respond to environmental emergencies at LLNL.
- ~ Operate a variety of vehicles up to and including 5-ton trucks; use material handling equipment (fork trucks, drum handling equipment, mechanical pump systems, etc.); use hand and power tools.
- ~ Operate radiation survey instruments.
- ~ Interact with personnel from HWM, Chemistry, Hazards Control, and Laboratory programs in order to gather pertinent data and information.
- ~ Measure the pH of all types of waste streams.
- ~ Perform lab-packing duties.
- ~ Complete and maintain ES&H training per Federal, State, and LLNL requirements.

IN ADDITION, AT THE 504.3 LEVEL:

- ~ Open hazardous, Low Level Waste, and/or Transuranic Waste containers for verification, survey, etc.
- ~ Plan work schedule to meet deadlines and maintain compliance in facilities.
- ~ Solve complex technical problems, such as the movement of waste that does not meet the HWM waste acceptance criteria.
- ~ Provide mentoring to other technicians.
- ~ Identify and report on abnormalities in waste characterization data or information.

MARGINAL DUTIES:

- ~ Limited Plutonium Handler duties.
- ~ Decontaminate equipment.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

- ~ Prepare waste containers for direct shipment to off-site facilities.
- ~ Assist with the development and review of procedures and operational documentation.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Associate degree in Environmental or related scientific field with some related experience or the equivalent combination of education and experience in Waste Management.
 - ~ Basic knowledge of chemistry in the bulking or blending, sampling, packaging, and storage of waste.
 - ~ Basic working knowledge of radiation survey instruments, pH meters, and hazard characterization materials.
 - ~ Understanding of the chemistry principles essential to the safe management of highly toxic and reactive substances.
 - ~ Good working knowledge of EPA and State regulations as they apply to waste characterization, classification, and lab packing activities (with demonstrated experience in their application.)
 - ~ Demonstrated knowledge interpreting analytical data to determine waste characterization methods.
 - ~ Ability to operate wastewater retention systems and perform pump outs.
 - ~ Ability to operate material handling equipment (fork trucks, drum handling equipment, mechanical pump systems, hand and power tools).
 - ~ Ability to communicate well with others and to work as a team member.
 - ~ Ability to deal effectively with customers and handle diverse requirements.
 - ~ Ability to maintain accurate detailed records.
 - ~ Ability to work productively in stressful conditions while maintaining focus.
 - ~ Ability to be flexible in an environment of continually changing priorities.
 - ~ Ability to understand all health and safety aspects of waste management activities.
 - ~ Must be able to wear respiratory protection equipment, climb ladders to 25 feet, lift 50 lbs. on a regular basis, and operate a fork truck.
 - ~ Possess a valid California Driver's License.
- IN ADDITION, AT THE 504.3 LEVEL:
- ~ Associate degree in Environmental or related scientific field with significant related experience or the equivalent combination of education and experience in waste management.
 - ~ Advanced knowledge of chemistry in the bulking or blending, sampling, packaging, and storage of waste.
 - ~ Advanced working knowledge of radiation survey instruments, pH meters, and hazard characterization materials.
 - ~ Possess exceptional leadership skills.
 - ~ Working Knowledge of California Code of Regulations.
 - ~ Demonstrated effective communication and interpersonal skills.
 - ~ Ability to work in self-directed, multidisciplinary team as well as independently.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with PC or Macintosh desktop computers and associated software (e.g., Microsoft Word and Excel).
- ~ Ability to work in confined spaces.
- ~ Working knowledge of Resource Conservation Recovery Act (RCRA) regulations.
- ~ Working knowledge of Department of Transportation (DOT) regulations.
- ~ Willingness to attend evening or weekend courses in chemistry and/or environmental technology, as needed.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

COMPUTER SUPPORT TECHNICIAN(525.1) - #CO-3202 - CAR/Laser and Computation Programs Division - 9821

Date: 11/12/01 **Salary:** \$16.72-\$26.26

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

Under close supervision, perform data digitization, preparation and database entry into large full-text databases, and perform database queries, in support of the Counter-terrorism and Incident Response Division (R Division) in the NAI Directorate. Will utilize a variety of computer based tools and systems on Intel-based (Windows) platforms. This position will report to the Nuclear Assessment Program Deputy Manager.

ESSENTIAL DUTIES:

- ~ Utilize a variety of Intel-based (Windows) tools, including Word, Lotus Notes, Optical Character Recognition (OCR) systems, and digital scanning systems, to capture data from a variety of sources (primarily textual, with some graphics and other multimedia data), edit the input in preparation for database entry and enter the data into databases. This will be done in coordination with other data entry personnel with a high degree of accuracy, yet with sufficient speed to keep up with a large and continuous volume of data to be entered.
- ~ Utilize a variety of tools to perform queries on in-house databases, as well as occasional searches on other systems such as Lexis-Nexis and the WWW.

MARGINAL DUTIES:

- ~ Participate in emergency response operations and exercises.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA degree in computer-related discipline or an equivalent combination of training and experience.
- ~ Demonstrated expertise working in a distributed network environment involving client and server computers, multi-user databases, and sharec and private directory hierarchies.
- ~ Experience with Microsoft Word, Excel, and other desktop application
- ~ Experience with multi-user database systems (e.g., Lotus Notes, Oracle, Ingres).
- ~ Strong organizational skills.
- ~ Effective written and oral communication skills.
- ~ Ability to operate effectively in a time-pressured emergency response environment.
- ~ Ability to interact effectively with users and management, and across multiple disciplines.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with Lotus Notes.
- ~ Experience with Internet and Web-based tools such as Netscape, ftp and telnet.

SECURITY: Anticipated clearance level: Q and SCI

EMPLOYMENT REP: Barbara Tuck

TECHNICAL SUPPORT MEMBER OF THE SECURITY AWARENESS FOR EMPLOYEES (SAFE) PROGRAM(525.2) - #CO-3020 - CAO/Laser and Computation Programs Division - 9821

Date: 11/15/01 **Salary:** \$19.61-\$32.08

NOTE:

This is an Indefinite Career position. Only Indefinite Career status employees may apply for this position. Candidates will be competing with a qualified employee acting in this position.

NATURE AND SCOPE OF POSITION:

Under general supervision, will provide a full range of technical support as a member of the Security Awareness for Employees (SAFE) Program. Will provide moderate database support to counterintelligence officers (CIOs) and analysts under short deadlines and with conflicting priorities. This will include assisting SAFE employees to use existing databases, training them to use new databases, enhancing existing databases, and developing new databases. These databases will be predominately in FileMaker, iBase and 4th Dimension but other ODBC and SQL databases will also be used. Will be responsible for support of specialized software and/or hardware systems and database implementation and administration. Will assist and provide backup to the information & special technologies counterintelligence officer (I&ST CIO). This activity will involve network traffic analysis, packet filter generation, system log analysis, and other computer forensic activities. Tools such as: snort, tcpdump, Spire, Starlight and custom tools using scripting languages will be utilized. Interact with DOE and other government agencies to meet information needs of headquarters, field and LLNL officers and analysts. Will provide documentation for information management processes. Must be willing to work and learn in a rapidly changing technical environment. This position reports to the I&ST CIO.

ESSENTIAL DUTIES:

- ~ Develop and maintain databases using FileMaker Pro, iBase, and 4th Dimension.
- ~ Analyze network traffic and perform other computer forensic activities in support of the counterintelligence mission.
- ~ Assist in providing system administrations support for Macintosh, Windows and UNIX systems in the SAFE Program.
- ~ Support and respond to information requests from DOE sites.
- ~ Troubleshoot software, hardware and network problems and correct them or call in system administration or maintenance personnel, as appropriate.
- ~ Evaluate technical operating problems using a high degree of discretion and independent judgment.

MARGINAL DUTIES:

- ~ Install new hardware and software, when required.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA/AS degree in computer science or related discipline, or equivalent combination of education and experience.
- ~ Demonstrated knowledge of counterintelligence concepts and practices.
- ~ Experience developing and maintaining FileMaker Pro, iBase, and 4th Dimension and ability to enhance existing database structures and functions.
- ~ Demonstrated knowledge of Macintosh system administration.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

None

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Barbara Tuck

ELECTRONICS TECHNICIAN / ELECTRONICS TECHNOLOGIST(531.1/531.2) - #EE-3101 - Electronics Engineering/Electronics Engineering Technologies Division - 9782

Date: 10/26/01 **Salary:** \$16.72-\$32.08

NOTE:

This is a Flexible term (at will) appointment, not to exceed six years. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Electronics Engineering Technologies Division has an opening for a Technician/Technologist to provide basic hardware and software troubleshooting and integration skills in support of visualization and audio-visual efforts for the Livermore Computing (LC) Center and the Scientific Computing and Communications Department (SCCD). This position provides part-time support for ASCI's Visual Interactive Environment for Weapons Simulation (VIEWS) program. VIEWS is creating capabilities to handle massive simulation data by integrating visualization supercomputers, high-speed networking, and advanced display technologies including multiple-projector theater "PowerWalls", large-area flat-panel wall displays, and other high-resolution displays. Under close supervision, the candidate will perform maintenance, upgrade, and operation of advanced display devices, operation of a videoconference system, setup and performance of demonstrations on PowerWalls, and miscellaneous administrative and operational tasks in support of the center. Will interact on a regular basis with customers, co-workers, supervisors and/or other technical staff to solve basic technical problems. Additional responsibilities include operation of PowerWalls for demonstrations of scientific simulation data, and operation of an Access Grid Node for supporting large-scale distributed meetings, seminars, and collaborative work sessions. There is occasional travel for training and conferences and occasional off-hours or modified shift hours work.

In addition at the 531.2 level:

Under general supervision, will interact on a regular basis with customers, co-workers, supervisors and other LC staff to solve moderately complex technical problems in a timely manner. Will be a technical resource for video-related advice and will take on coordination role for demonstrations using SCCD visualization resources

ESSENTIAL DUTIES:

- ~ Provide customer support solving basic technical problems for production users of video systems.
 - ~ Provide basic support for the integration of new video-related equipment into LC production environments, including installation of electronic equipment and installation of both electrical and optical cabling.
 - ~ Provide general technical assistance to the user community.
 - ~ Operate a video conference system for SCCD's Access Grid Node, including basic troubleshooting and some system administration.
 - ~ Assist in demonstrations of scientific simulation data on advanced display devices, including preparation of visualization resources and operating simple software interfaces to display data.
 - ~ Generate detailed repair tickets using the REMEDY trouble ticket system for problem tracking.
 - ~ Communicate with a variety of people clearly and concisely, both verbally and in writing.
 - ~ Assure all assignments are performed in accordance with ES&H and security requirements and policies.
- In addition at the 531.2 level:
- ~ Diagnose and resolve moderately complex technical problems for VIEWS theaters and other types of advanced displays and video systems such as the Access Grid Node.
 - ~ Provide technical assistance to LC users who need audio-visual or

video-related advice.

~ Coordinate demonstrations of SCCD visualization resources.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

~ AA/AS degree in Electronics Technology or related technology or equivalent combination of education and related experience.
 ~ Basic skills, knowledge and ability in electronics technology including analog and digital electronics.
 ~ Experience with basic troubleshooting.
 General Intel and Macintosh computer skills including word, excel and Eudora.
 ~ Demonstrated customer service and interpersonal skills, working both as an individual contributor and as part of a team.
 ~ Demonstrated communication skills.
 ~ Ability to satisfy LLNL ES&H responsibilities.
 ~ Ability to work on dynamic, fast-paced projects, with ability to adapt quickly to changes and follow assigned priorities.
 ~ Ability to lift up to 50 pounds, perform overhead ceiling and under computer floor activities, and to distinguish the full range of colors.
 In addition at the 531.2 level:
 ~ Intermediate skills, knowledge and ability in electronics technology.
 ~ Experience in problem analysis and resolution of moderately complex system problems.
 ~ Ability to work independently and as a team member resolving problems in a fast-paced, multi-tasked environment.
 ~ Ability to interface with internal and external customers and vendors.
 ~ Experience working in a changing environment with competing priorities and numerous interruptions.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

~ Experience testing, maintaining, and troubleshooting audio and video equipment.
 ~ Experience with calibration and color balancing of projection devices.
 ~ Experience supporting/troubleshooting Windows 9x/NT/2000 and Unix/Linux systems.
 ~ Demonstrated experience working under short deadlines.
 At the 531.2 level:
 ~ Advanced operational computer support experience.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

**MECHANICAL TECHNICIAN/LASER ELECTRO-OPTICS
 TECHNICIAN(533.1) - #ME-3083 - Mechanical
 Engineering/Laser Science Engineering Division - 9773**

Date: 10/24/01 **Salary:** \$16.72-\$27.36

NOTE:

This requisition has three openings; to be filled as Flexible Term or Indefinite Career. Flexible Term (at will) appointments do not exceed six years. Lab employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering Department Laser Science Engineering Division has three openings for Mechanical/Laser Electro-Optical Technicians to support the National Ignition Facility (NIF) Directorate. Under close supervision, will provide basic technical support in

mechanical/electro-optical design, fabrication, and assembly, documentation and finished experimental systems. Other responsibilities may involve providing operations, testing, data acquisition/recording/interpretation and diagnostic support as required. Interactions will be with project leaders, technicians, designers and engineers.

ESSENTIAL DUTIES:

~ Assemble, align, test, and document basic experimental laser system involving both diode-pumped and flashlamp-pumped solid state lasers, fiber lasers, diagnostic and control instrumentation, vacuum systems, liquid flow systems, and associated electro-optic hardware.
 ~ Identify and/or solve a variety of basic engineering problems associated with laser systems, their associated optical components as well as beam diagnostic assemblies.
 ~ Set-up, align and debug optical systems in the pursuit of solutions to basic technical opto-mechanical problems.
 ~ Work on small to intermediate-sized projects that involve well defined tasks and methodologies.
 ~ Follow and adhere to written, operational and safety procedures in the course of completing job assignments.
 ~ Work on the design, specification, assembly, integration, data gathering and documentation of basic optical and laser systems and experiments.
 ~ Acquire and analyze basic data as well as reporting results.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

~ AA in Laser and Electro-Optics Technology or an equivalent combination of education and experience.
 ~ Knowledge of the basic operating principles of lasers, mechanical design/fabrication, opto-mechanical mechanisms to solve opto-mechanical problems.
 ~ Basic knowledge of techniques used in laser alignment, laser beam spatial and spectral characterization, optical and opto-mechanical design
 ~ Basic knowledge of optical components such as lenses and mirrors with a basic understanding of optical distortions and their causes.
 ~ Demonstrated written and verbal communication skills.
 ~ Demonstrated interpersonal skills necessary to communicate tactfully and effectively.
 ~ Experience working in a team environment.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

~ Experience with opto-electronic diagnostic instrumentation used in a scientific research laboratory (oscilloscopes, interferometers, spectrometers, etc.).
 ~ Experience with PC and/or Mac interface and data acquisition such as LabView.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

**TECHNOLOGIST - MECHANICAL(533.2) - #ME-3100 -
 Mechanical Engineering / Laser Science Engineering - 9773**

Date: 10/26/01 **Salary:** \$19.61-\$32.08

NOTE:

This requisition has two openings; to be filled as Flexible Term or Indefinite Career. Flexible Term (at will) appointments do not exceed six years. Lab employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering (ME) Laser Science Engineering Division (LSED) has two openings for Mechanical Technologists to support the National Ignition Facility (NIF) Directorate. Under general supervision will provide general technical support in mechanical/electro-optical design, fabrication, and assembly; interpreting and translating mechanical/optical concepts into designs and fabricated hardware, documentation and finished experimental systems. Other responsibilities may involve providing operations, testing, data acquisition /recording/ interpretation and diagnostic support as required. Interactions will be with project leaders, technicians, designers and engineers.

ESSENTIAL DUTIES:

- ~ Assist in preparing design and fabrication proposals of mechanical systems/ equipment using a general knowledge of design and mechanical system functions.
- ~ Interact with scientists and engineers to determine requirements.
- ~ Acquire and analyze basic data and provide solutions and alternate approaches to moderately complex mechanical problems using individual creativity and judgment.
- ~ Use drafting, design, engineering and scientific programs on computer systems to produce supportive documentation and graphics.
- ~ Design, fabricate and assemble moderately complex mechanical hardware.
- ~ Apply a general knowledge of materials and manufacturing processes in the solution of mechanical problems.
- ~ Provide general technical support for a wide variety of laboratory activities, including vacuum, electrical, and plumbing/cooling installations.
- ~ Follow and adhere to written, operational, and safety procedures in the course of completing job assignments.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA in an engineering technology such as mechanical, industrial, or manufacturing or an equivalent combination of education and experience.
- ~ Demonstrated knowledge of basic engineering hardware design, fabrication, or testing processes.
- ~ Experience in machining, mechanical assembly and de-bugging systems in the solution of mechanical problems.
- ~ Experience with personal computers and associated software such as word-processing.
- ~ Experience working in a multi-disciplinary team environment.
- ~ Demonstrated written and verbal communication skills.
- ~ Demonstrated interpersonal skills necessary to communicate tactfully and effectively.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Knowledge of basic operating principles of lasers, mechanical design fabrication opto-mechanical mechanisms.
- ~ Basic knowledge of operating principles used in vacuum technologies.
- ~ Basic knowledge of electronic principles, components and operation.
- ~ Familiarity with clean room and cleanliness procedures.
- ~ Experience in cad software such as AutoCAD, Pro-E, Ashlar-Vellum.

SECURITY: Anticipated Clearance level: Q

EMPLOYMENT REP: Patty Revell

TECHNOLOGIST-MECHANICAL(533.2) - #ME-3156 - Mechanical Engineering/Laser Science Engineering Division - 9773

Date: 11/13/01 **Salary:** \$19.61-\$32.08

NOTE:

This requisition has two openings; to be filled as Flexible Term or Indefinite Career. Flexible Term (at will) appointments do not exceed six years. Lab employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering (ME) Laser Science Engineering Division (LSED) has an opening for two Mechanical Technologists to support the National Ignition Facility (NIF) Directorate. Under general supervision, will provide general technical support in mechanical/electro-optical design, fabrication, and assembly; interpreting and translating mechanical/optical concepts into designs and fabricated hardware, documentation and finished experimental systems. Other responsibilities may involve providing operations, testing, data acquisition/ recording/ interpretation and diagnostic support as required. Interactions will be with project leaders, technicians, designers and engineers.

ESSENTIAL DUTIES:

- ~ Design, fabricate, assemble, test, and document moderately complex experimental semiconductor laser devices and associated processing techniques and systems. Involves manufacturing and testing of semiconductor devices, micro-electrical/mechanical system (MEMS) components and processes, micro-optic components, diagnostic and control instrumentation, vacuum systems, liquid flow systems, and associated electro-optic hardware.
- ~ Identify and/or solve a variety of basic engineering problems associated with the development, manufacturing, and operation of semiconductor laser devices and systems, and their associated optical components,
- ~ Identify new and improved MEMS processes for semiconductor laser device manufacturing. Conduct experiments and tests, and document procedures and results.
- ~ Set-up, align and debug optical systems in the pursuit of solutions to moderately complex opto-mechanical problems.
- ~ Interact with project leaders to determine priorities and schedules.
- ~ Follow and adhere to written, operational and safety procedures in the course of completing job assignments.
- ~ Work on the design, specification, assembly, integration, data gathering and documentation of moderately complex optical and laser systems and experiments.
- ~ Write programs to accomplish basic data acquisition, manipulation and graphical presentation.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA in Mechanical Engineering Technology or an equivalent combination of education and experience.
- ~ Knowledge of semiconductor laser device designs and principals.
- ~ Knowledge of semiconductor laser and MEMS type packaging, fabrication, and manufacturing processes.
- ~ Experience with basic operating principles of lasers, mechanical design/fabrication, opto-mechanical mechanisms to solve opto-

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

mechanical problems.

- ~ Knowledge of techniques used in semiconductor laser testing and characterization, electrical/optical characterization, spectral characterization, beam divergence, and device lifetime.
- ~ Knowledge of precision engineering practices and manufacturing techniques of metals, plastics, glasses, ceramics, and semiconductors.
- ~ Experience with use of personal computers.
- ~ Experience with vacuum processing equipment design, repair, and maintenance.
- ~ Knowledge of clean room technology.
- ~ Demonstrated written and verbal communication skills.
- ~ Demonstrated interpersonal skills necessary to communicate tactfully and effectively.
- ~ Experience working in a team environment.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Knowledge of vacuum deposition, thin film technology.
- ~ Experience with PC and/or Mac interface and data acquisition (Lab View).
- ~ Experience participating in formal design reviews.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

**TECHNOLOGIST /SR. TECHNOLOGIST-
MECHANICAL(533.2/533.3) - #ME-2978 - Mechanical
Engineering/Manufacturing and Materials Engineering
Division - 9778**

Date: 10/22/01 **Salary:** \$19.61-\$30.79/\$22.97-\$36.07

NOTE:

This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering (ME)/Manufacturing and Materials Engineering Division (MMED) has an opening for a technician. Under general supervision, will provide technical support and be directly involved with engineers in planning, designing, and building fixtures; performing mechanical tests; and conducting data analysis in support of the Mechanics of Materials Group. Will be responsible for interacting with engineers and other personnel from various Laboratory programs in various research and development projects as assigned.

In addition, at the 533.3 level:

Under minimal supervision, will perform advanced mechanical design, fabrication, testing, assembly, documentation and evaluation of special materials, components, or systems. Will interact with scientists, engineers and technicians inside and outside the work group on both an individual and team basis.

ESSENTIAL DUTIES:

- ~ Plan, set-up, and perform moderately complex tests to determine a wide variety of mechanical properties of materials in support of Laboratory Programs and work-for-others (WFO) projects; to include stress-strain behavior in tension, compression, and shear; creep; fracture properties; ultimate strength; and elastic/plastic characteristics as well as proof tests of materials and components.
 - ~ Perform moderately complex data acquisition and analysis using a wide variety of test machines, instrumentation, and computers.
- In addition, at the 533.3 level:
- ~ Perform complex data analysis and reduction to assure the desired testing requirements have been met.

~ Provide advanced technical support in mechanical design and fabrication by contributing to, interpreting, and translating mechanical concepts into design proposals, fabricated hardware, documentation on finished developmental systems.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA degree in mechanical engineering or equivalent combination of education and experience.
 - ~ Demonstrated math skills through trigonometry.
 - ~ Demonstrated communication skills.
 - ~ Ability to work as a team member.
 - ~ Experience with designing, drafting and fabricating mechanical assemblies.
 - ~ Demonstrated computer skills with both Macintosh and PC-based desktop systems.
- In addition, at the 533.3 level:
- ~ Experience evaluating and testing materials, components and system (such as: stress-strain behavior in tension, compression, and shear; creep; fracture properties; ultimate strength)
 - ~ Experience with using standard machine tools, operation of hydraulic systems, and/or electronic instruments related to digital data acquisition
 - ~ Demonstrated ability to work independently on most assignments.
 - ~ Demonstrated ability to consistently make independent decisions regarding variable technical problems.
 - ~ Advanced knowledge of materials and manufacturing processes in the solution of mechanical problems.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS degree in mechanical engineering or related field.
- ~ Experience with mechanical test equipment.
- ~ Experience with computer-based data acquisition and analysis system and CAD.
- ~ Knowledge of basic electronics and AC/DC electronic circuits.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

**SENIOR TECHNOLOGIST - MECHANICAL(533.3) - #ME-3101 -
Mechanical Engineering / Laser Science Engineering - 9773**

Date: 10/26/01 **Salary:** \$22.97-\$37.58

NOTE:

This requisition has two openings; to be filled as Flexible Term or Indefinite Career. Flexible Term (at will) appointment do not exceed six years. Lab employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering (ME) Laser Science Engineering Division (LSED) has two openings for Sr. Mechanical Technologists to support the National Ignition Facility (NIF) Directorate. Under minimal supervision will provide advanced technical support in mechanical/electro-optical design, fabrication, and assembly; interpreting and translating mechanical/optical concepts into designs and fabricated hardware, documentation and finished experimental systems. Other responsibilities may involve providing operations, testing, data acquisition /recording/ interpretation and diagnostic support as required. Interactions will be with project leaders, technicians,

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

designers and engineers. May also be required to conduct interactions with external industrial partners and other government research sites for on-going collaborative activities.

ESSENTIAL DUTIES:

- ~ Prepare design and fabrication proposals of mechanical systems/equipment using an advanced knowledge of design and mechanical system functions, techniques and procedures.
- ~ Identify, analyze and provide solutions and alternate approaches to complex mechanical problems using individual creativity and judgment.
- ~ Perform technical calculations and analyzes cost effectiveness of design, schedule and materials.
- ~ Use drafting, design, engineering and scientific programs on computer systems to produce supportive documentation and graphics.
- ~ Independently, design, fabricate and assemble complex mechanical hardware.
- ~ Evaluate and characterize materials and manufacturing processes in the solution of mechanical problems.
- ~ Provide technical support for a wide variety of laboratory activities, including vacuum, electrical, and plumbing/cooling installations.
- ~ Follow and adhere to written, operational, and safety procedures in the course of completing job assignments.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA in an engineering technology such as mechanical, industrial, or manufacturing or equivalent combination of education and experience.
- ~ Experience with advance engineering hardware design, fabrication, evaluating, and testing processes.
- ~ Experience in machining, mechanical assembly and de-bugging systems in the solution of complex mechanical problems.
- ~ Experience with database and data manipulation skills and experience with personal computers and associated software (word-processing as well as AutoCAD, Pro-E, Ashlar-Vellum).
- ~ Experience working in a multi-disciplinary team environment.
- ~ Demonstrated written and verbal communication skills.
- ~ Demonstrated interpersonal skills necessary to communicate tactfully and effectively.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Knowledge of basic operating principles of lasers, mechanical design, fabrication, and opto-mechanical mechanisms.
- ~ Experience with operating principles used in vacuum technologies.
- ~ Experience with electronic principles, components and operation.
- ~ Familiarity with clean room and cleanliness procedures.

SECURITY: Anticipated Clearance level: Q

EMPLOYMENT REP: Patty Revell

DRAFTER(534.1) - #ME-3093 - Mechanical Engineering/Manufacturing and Materials Engineering Division - 9778

Date: 11/1/01 **Salary:** \$16.72-\$27.36

NOTE:

This requisition has multiple openings. This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Mechanical Engineering (ME)/Manufacturing and Materials Engineering Division (MMED) has an immediate opening for a Drafter. Under close supervision using CAD systems and equipment, will provide basic engineering drafting and documentation services for the MMED Precision Systems & Manufacturing Group (PS&M). Will be working as part of a multi-discipline engineering team providing technical support to MMED and the LLNL programs.

ESSENTIAL DUTIES:

- ~ Prepare sketches, detail, assembly, or pictorial drawings of mechanical parts, apparatus, test assemblies, and equipment related to machine tools and precision systems.
- ~ Use established guidelines, techniques, and procedures to complete drafting tasks.
- ~ Acquire and analyze basic data, solve basic technical problems, and reports results.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA degree in engineering or mechanical drafting technology or an equivalent combination of education and experience.
- ~ Basic knowledge of mechanical drafting practices and techniques.
- ~ Familiarity with the ASME Y14.5M-1994 Dimensioning and Tolerancing Standard through a formal training process.
- ~ Basic knowledge of materials, machine shop practices and fabrication techniques.
- ~ Experience working with a CAD system.
- ~ Demonstrated communication and interpersonal skills.
- ~ Demonstrated ability to work effectively in a team environment.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with AutoCad and Pro/Engineer software design tools.
- ~ Experience with standard machine tools and manufacturing processes.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

COORDINATOR(538.1) - #EP-3096 - Environmental Protection Department (EPD)/Operations and Regulatory Affairs Division (ORAD) - 9692

Date: 11/12/01 **Salary:** \$16.72-\$27.36

NOTE:

This is an Indefinite Career position. Laboratory employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

This position is chartered to support the ChemTrack Group in administering Laboratory-wide chemical tracking and Material Safety Data Sheet (MSDS) management operations. Under close supervision, the individual will provide basic technical and administrative support to the Group, performing a broad range of chemical inventory, MSDS management, and related database management tasks necessary to meet regulatory compliance and operational requirements. The work environment is team-oriented with a strong emphasis on customer service. Assigned duties may involve conflicting priorities requiring a high degree of flexibility, discretion, and tact. Typical interactions are

with other Group members, researchers, facility personnel, and chemical vendors. Reports to the Group Leader.

ESSENTIAL DUTIES:

- ~ Bar code and inventory chemical containers site-wide using the ChemTrack software and laser scanners.
- ~ Respond to customer requests for inventory and MSDS services.
- ~ Research, locate and acquire MSDSs for data processing.
- ~ Perform MSDS data entry and validation; detect and resolve discrepancies.
- ~ Recommend, draft, and implement related operational procedures.
- ~ Assist as needed in preparing required regulatory reports.
- ~ Maintain inventory equipment and work logs as required.
- ~ Meet Property Management, Security and ES&H requirements.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ An associate degree in a related technology area, or equivalent combination of education and experience, with limited directly applicable experience.
- ~ Introductory knowledge of chemistry and chemical nomenclature.
- ~ Demonstrated ability to work safely with hazardous materials.
- ~ Basic computer skills.
- ~ Attention to detail and data quality.
- ~ Ability to be medically qualified to wear a respirator and personal protective equipment.
- ~ Ability to perform physically demanding work for long periods of time, including keyboarding, crouching, standing, walking, reaching, lifting, and climbing.
- ~ Excellent communication and interpersonal skills; demonstrated ability to work well in a team and customer- service environment.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Knowledge of LLNL chemical procurement, receiving, distribution, and usage practices.
- ~ Knowledge of worker and community right-to-know requirements.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

COORDINATOR/TECHNICAL COORDINATOR(538.1/538.2) - #EE-3142 - Electronics Engineering/Electronics Engineering Technologies Division - 9792

Date: 11/1/01 **Salary:** \$16.72-\$32.08

NOTE:

This requisition has multiple openings; these are Flexible term (at will) appointments, not to exceed six years. Lab employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

The Engineering Manufacturing & Services Section (EMSS) has two immediate openings for a Coordinator/Technical Coordinator to provide basic technical and administrative support. With close supervision, the coordinator will provide procurement, shipping, receiving, manufacturing, and repair of materials and equipment for scientific, engineering, or technical customers. Will function as a Technical Release Representative (TRR) to procure electronics goods and services in support of electronics manufacturing. The applicant will apply basic

skills, knowledge and abilities in procurement and coordination of materials and equipment. This position requires interactions with designers, fabrication technicians, engineers, and outside suppliers and vendors. In addition at the higher level: Provide general technical and administrative support. Under general supervision will coordinate and resolve moderately complex technical and administrative problems with vendors and suppliers. Will coordinate changes in designs, specifications, delivery and other related actions. Will identify problems determine potential impact and suggest solutions.

ESSENTIAL DUTIES:

- ~ Coordinate and track materials for EMSS customers and jobs.
 - ~ Procure a variety of electronic equipment and materials.
 - ~ Provide shipping, receiving, expediting, and tracking of equipment and materials in support of EMSS and its customers.
 - ~ Log and report activities and tasks as required by the Technical Release Representative Policy and Procedures Guidelines and EMSS' management.
 - ~ Maintain computer based tracking system for fabrications and procurements.
 - ~ Communicate with a variety of personnel both orally and in writing including e-mail.
 - ~ Assure that assignments are performed in accordance with ES&H requirements and policies.
- In addition at the higher level:
- ~ Plan, initiate, and coordinate the scheduling of electro-mechanical fabrications, coordinate assembly projects, and document activities.
 - ~ Assist in developing solutions to resolve moderately complex technical problems.
 - ~ Communicate and contact with a variety of commercial manufacturing companies and suppliers in a clear and concise manner, both verbally and in writing.

MARGINAL DUTIES:

- ~ Provide administrative and/or technical assistance to EMSS personnel and customers as needed.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ AA degree in Electronics Engineering or equivalent combination of education and experience.
 - ~ Demonstrated experience with, and knowledge of, electronic terminology, standards, procedures and techniques related to electronic manufacturing practices.
 - ~ Knowledge of purchasing, shipping, and receiving of electronic materials and equipment.
 - ~ Experience with computer applications, i.e. Microsoft Word, Microsoft Excel, FileMaker Pro, email (Eudora), and Netscape and/or Internet Explorer.
 - ~ Knowledge of e-commerce systems.
 - ~ Effective verbal and written communication skills and good interpersonal skills.
 - ~ Self-starting, very well organized, and a team player.
 - ~ Demonstrated skills working in a customer service organization.
 - ~ Able to lift 50 pounds.
- In addition at the higher level:
- ~ Ability to create and use moderately complex spreadsheet and database applications to track activities and to report results.
 - ~ Experience in purchasing, shipping, and receiving of electronic materials and equipment.
 - ~ Experience with e-commerce systems.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience with electro-mechanical manufacturing methods.
- ~ Good record keeping and filing skills.
- ~ Experience with LLNL Procurement systems including TOPS, PARIS, and Web access.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

~ TRR Certified.
~ Experience with LLNL purchasing and procurement policies and procedures.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

TECHNICAL COORDINATOR/SENIOR TECHNICAL COORDINATOR(538.2/538.3) - #EE-3166 - Electronics Engineering/Laser Engineering Division - 9786

Date: 11/5/01 **Salary:** Open

NOTE:

This position has multiple vacancies. This is an Indefinite Career position. Lab employees and external candidates may be considered for this position.

NATURE AND SCOPE OF POSITION:

The Laser Engineering Division of the Electronics Engineering Department has an opening for two Technical Coordinators to work with the National Ignition Facility (NIF) Project Injection Laser System Group to provide technical and administrative coordination support in procuring a variety of electronic hardware/components, computers, and systems plus installation for the group. Under general supervision the selected candidate will be responsible for working with the system engineer, lead engineers, and key designers in purchasing and tracking commodity acquisitions from various vendors. Will also provide coordination support for small to medium scale control and interlock systems installation.

In addition, at the 538.3 level: Will work under minimal supervision and perform a combination of advanced/specialized technical and administrative duties.

ESSENTIAL DUTIES:

~ Procure a variety of electronic components, equipment, hardware, and computer systems for the NIF Amplifier System Group. Equipment and hardware will include but is not limited to HV and pulsed power components, computer systems (UNIX, Macintosh, Intel), computer peripherals, and electronic components.
~ Create and track high dollar requisitions for hardware and equipment acquisitions, including assisting with preparation of specifications, statements of work, and other procurement documentation.
~ Process fabrication packages through LLNL internal fabrication facilities or procurement, utilizing preferred procedures and methods.
In addition, at the 538.3 level:
~ Design facility electrical power, control interlock and safety systems.
~ Contribute to the preliminary design and test concepts and engineering decision processes, and participate in formal design reviews.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

~ AA/AS degree in scientific field or equivalent combination of education and experience.
~ Experience in the procurement, shipping, and receiving of electronic components and sub-assemblies.
~ Demonstrated effective verbal and written communication skills.
~ Demonstrated organizational and coordination skills.
~ Experience with computers and databases, and ability to kit parts for

electronics assemblies.

~ Ability to lift 50 lbs.

In addition, at the 538.3 level:

~ Experience making independent, functional decisions regarding a variety of technical problems.
~ Demonstrated experience in the design and installation of control interlock and safety systems, with a working knowledge of the National Electrical Code.
~ Experience participating in formal design reviews.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

~ Familiarity with LLNL policies, procedures, and operations.
~ Knowledge of Total On-line Procurement System (TOPS) and report generation.
~ TRR and UniCard certified
~ Knowledge of LLNL purchasing, procurement and organizational activities.
~ Knowledge of Laboratory infrastructure and technical capabilities.
~ Experience in the procurement, shipping, receiving and repair of electronic hardware/equipment, components, sub assemblies and computers at LLNL.
In addition, at the 538.3 level:
~ Experience designing control systems using Programmable Logic Controllers.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Patty Revell

HEALTH & SAFETY TECHNOLOGIST / SR. HEALTH & SAFETY TECHNOLOGIST(571.2/571.3) - #HC-2898 - Hazards Control Department/ES&H Teams Division - 9661-9665

Date: 10/22/01 **Salary:** \$19.61-\$32.08 / \$22.97-\$37.58

NOTE:

This requisition has 5 openings; to be filled as Flexible Term or Indefinite Career. Flexible Term (at will) appointments do not exceed six years. Laboratory employees and external candidates may be considered for these positions.

NATURE AND SCOPE OF POSITION:

Individuals will provide health and safety support to various LLNL facilities and programs by performing a wide variety of multi-discipline activities including workplace monitoring, analyses of the work environment and technical safety guidance. Under general supervision will interact with workers, scientists, engineers, and skilled technical personnel and upper management. At the 571.3 level will work under minimal supervision. Reports to ES&H Team Technician Supervisor.

ESSENTIAL DUTIES:

~ Observe, take measurements of or analyze equipment, systems, or operations to determine safety compliance with an established design or a standard procedure.
~ Perform tests and sample analysis.
~ Initiate appropriate corrective action to assure adherence to procedures and design criteria.
~ Implement and maintain safety discipline programs.
~ Provide safety guidance to experimental facilities.
~ Maintain instruments and equipment.
~ Respond to emergencies.
~ Keep team management informed of changes to operations/facilities.
Additionally at the 571.3 level:
~ Establish and implement safety guidelines in facilities and

experimental operations by applying advanced technical knowledge and skills in a variety of safety disciplines.

- ~ Provide safety criteria for the design, fabrication, and test of experimental equipment.
- ~ Monitor and assist personnel in safe work practices.

MARGINAL DUTIES:

At both the 571.2 and 571.3 level:

- ~ Assist in the preparation of safety procedures.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Associate degree in Occupational Safety or Radiation Protection or equivalent combination of experience.
 - ~ Demonstrated ability to acquire and analyze basic data about the work environment and experimental operations.
 - ~ Demonstrated ability to report results and identify problems to affected program or individual and maintain logbook.
 - ~ Demonstrated ability to make routine commitments as authorized by immediate supervisor.
 - ~ Ability to perform extensive walking, bending, twisting, standing and work outside.
 - ~ Ability to work with toxic and radioactive materials.
 - ~ Ability to work emergency overtime and rotating weekend and holiday shifts.
 - ~ Must be medically qualified to wear respiratory protective equipment.
 - ~ Must be able to lift up to 50 pounds.
 - ~ Ability to climb ladders up to a height of 30 feet.
- Additionally at the 571.3 level:
- ~ Experience assisting with the development of safety guidelines for facilities, equipment and experimental processes.
 - ~ Experience operating and maintaining health and safety measurement and monitoring equipment.
 - ~ Experience working with all levels of management.
 - ~ Demonstrate good people skills.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Experience implementing health and safety procedures, standards, and techniques.
- ~ Experience providing technical guidance to clients.
- ~ Working knowledge of health and safety measurement and monitoring equipment.
- ~ Certification in the NRRPT.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

**PROTECTIVE FORCE SERGEANT II / SECURITY POLICE
SERGEANT III(655.2) - #SS-2937 - Safeguards & Security
Department/Protective Force Division - 9687**

Date: 10/22/01 **Salary:** \$25.31-\$27.90
\$1.00 stipend for every hour worked

NOTE:

This requisition has eight openings. This is an intra-department posting. Only internal employees within the Safeguards and Security Department with indefinite career status may apply for this position. This is a possible promotional opportunity. As a Security Police Sergeant III the successful candidate will get a \$1.00 premium for every hour worked. Please submit resume to Clea Marples, L-458.

NATURE AND SCOPE OF POSITION:

Under limited direction, the sergeant will provide first-line supervision, training, and instruction to the Security Officers (SO) and Security Police Officers II/III (SPOs) assigned to their shift. Adhering to predetermined policies, the sergeant shall utilize broad decision-making and problem-solving skills to ensure compliance with the Safeguards and Security Department, LLNL, and DOE security policies and procedures and the collective bargaining contract. The sergeant has frequent interactions with other LLNL departments and limited interaction with DOE facilities and outside law enforcement agencies. Will report to a Watch Commander.

ESSENTIAL DUTIES:

- ~ Supervise and direct SO/SPOs, which consists of personnel management, performance management including preparation and approval of performance appraisals, and disciplinary actions.
- ~ Supervise all shift operations such as roll call, unusual occurrences at posts, buildings, emergency response, off-site incidents, uniform inspection, vehicle inspection, and work areas to identify potential unsafe conditions and provide resolutions, ensuring environmental, safety, and health standards compliance.
- ~ Approve/disapprove vacation requests and summons off-duty officers support when shortages occur. Develop schedules ensuring staffing requirements are met.
- ~ Provide hours worked for SPOs to the Payroll Clerk. Review and authorize changes for payroll discrepancies.
- ~ Review DOE Orders, PFD Orders (post and general), PFD policies and procedures, SPOA Contract and LLNL policies and procedures to keep abreast of the ever-changing requirements.
- ~ Investigate complaints from customers and recommend appropriate course of action to upper management.
- ~ Oversee loading/unloading of firearms to ensure procedures are adhered to and safety requirements are met.
- ~ Initiate, prepare, and review various documents, rosters, auditable records, memorandums, and reports.
- ~ Coordinate, organize, and monitor Special Nuclear Material moves and other classified activities.
- ~ Respond to Laboratory-wide emergencies to make assessments. Takes a command position to ensure safety and security of officers and other Laboratory employees. Briefs and directs assessment teams (composed of SPOs).
- ~ As a Security Police Officer, defined by Department of Energy, maintain all physical fitness, PSAP, firearms, and training requirements mandated by PFD Training Section under the general guidelines of Federal Regulations, 10 CFR 1046, and DOE Orders.
- ~ Qualify for and maintain status under the Personnel Security Assurance Program (PSAP), which includes random drug testing.
- ~ Ensure compliance with PSAP requirements for the shift by ensuring training requirements are met and paperwork is complete. Acts as a Designated Notification Person (DNPs) by notifying officers that they have been chosen for random drug testing, ensuring they are tested, and forwarding completed paperwork to the Assurance Office.

MARGINAL DUTIES:

- ~ Document training activities and certification of completion and maintain associated database(s).
- ~ Serve on division working groups and committees, researching and providing recommendations for proposed training policies and procedures.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Associate degree in a related field or equivalent levels of related education and experience.
- ~ Demonstrated working knowledge of Department of Energy policies, procedures and orders, LLNL, Safeguards and Security and Protective Force Security Operations.

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

- ~ Demonstrated effective oral and written communications skills; comprehend and execute verbal and written instructions.
- ~ Effective interpersonal skills that demonstrates an ability to work with people from diverse backgrounds and the application of sound and mature judgment when dealing with usual and unusual personnel and/or diversity issues.
- ~ Maintain a DOE "Q" clearance, PSAP certification, and firearms qualification in accordance with 10 CFR 1046.
- ~ Willingness to work at Site 300 or off shift.
- ~ Possession of a valid California driver's license; maintain a telephone at residence.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Team building skills and motivation skills.
- ~ Knowledge of individual and small team tactics.
- ~ Proficient computer skills, including word processing, database and spreadsheet applications; experience with Word 6.0, FileMaker Pro, Excel.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Stacy Page

GENERAL HELPER(701.0) - #BS-3234 - Biology and Biotechnology Research Program Directorate - 9860

Date: 11/16/01 **Salary:** \$6.74-\$10.24

NOTE:

This is a Flexible Term (at will) appointment, not to exceed six years.

NATURE AND SCOPE OF POSITION:

The Biology and Biotechnology Research Program (BBRP) has an opening for a General Helper in the Animal Care Facility (ACF). Under direct supervision will work as a trainee to learn and perform specified duties in the ACF. This position will have minimal independent interaction with BBRP staff internal and external to BBRP outside the immediate ACF work unit. Rotate work on weekends and holidays with ACF staff. This position will report to the Animal Care Facility supervisor.

ESSENTIAL DUTIES:

- ~ Wash and sterilize used animal caging and equipment.
- ~ Operate autoclave, cage washer and bottle washer.
- ~ Fill drinking bottles with fresh water and cages with sterilized bedding.
- ~ Receive feed, supplies and equipment and put in storage area.
- ~ Feed and care of research facility animals (ie mice and rats).
- ~ Clean facilities, animal rooms, halls and service rooms.

MARGINAL DUTIES:

- ~ Complete training for the operation of a forklift.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Ability to learn to operate autoclave, cage and bottle washer.
- ~ Ability to stand on step stool or ladder to reach high places.
- ~ Ability to lift 50 pounds of feed bags and equipment.
- ~ Ability to perform repetitive actions for cleaning cages, equipment and facility, and stand/walk for approximately 75% of work time.
- ~ Experience handling small animals.
- ~ Availability for occasional weekend and holiday duties.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Basic training on laboratory environmental, health and safety

procedures.

- ~ Interpersonal skills to interact with skilled technical people, and coworkers, with direction from supervisor.

SECURITY: Anticipated clearance level: P

EMPLOYMENT REP: Linda McMullen

SCIENTIST AND ENGINEER/TECHNICAL SCHOLAR(705.1) - #BS-3119 - Biology and Biotechnology Research Program(BBRP)/Molecular and Structural Biology(MSB) - 9681

Date: 11/1/01 **Salary:** \$6.78 - \$24.34

NOTE:

This is an entry-level scholar appointment for less than six months, working at indeterminate time (variable work schedule). Must be a continuing student in good standing at an academic institution.

NATURE AND SCOPE OF POSITION:

Under close supervision will provide sequencing support to investigations of individual differences in cancer susceptibility. Will be responsible for screening DNA sequence variation in genes relevant to individual susceptibility to environmental carcinogens in humans and as a prerequisite to studies of the potential relationship of genetic variation Will report to the project manager.

ESSENTIAL DUTIES:

- ~ Operate and maintain ABI377 DNA sequencers in the gel lab. Learn PCR and sequencing techniques.
- ~ Process DNA samples and acrylamide gels for loading on sequencers
- ~ Prepare stock solutions from established protocols.
- ~ Map gel runs and track completed data. Sort to projects.
- ~ Perform data entry using Mac computers. Transfer data to Unix for analysis.

MARGINAL DUTIES:

- ~ Provide lab support including PCR tray/retainer washing, making solutions, checking eyewash stations, and restocking supplies.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Enrolled in or have completed one year college level biology.
- ~ Ability to pay close attention to detail and performing detailed analysis
- ~ Ability to work within a team environment.
- ~ Knowledge of basic laboratory environmental, health and safety procedures.
- ~ Ability to learn new techniques, such as PCR and sequencing.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Demonstrated knowledge of gel electrophoresis.
- ~ Knowledge of basic laboratory equipment.
- ~ Experience with Mac computers.

SECURITY: Anticipated clearance level: None

EMPLOYMENT REP: Toni Scott

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

GRADUATE STUDENT(705.2) - #PT-1698 - Physics and Advanced Technologies Directorate - 9857

Date: 11/9/01 **Salary:** \$1931-\$5852

NOTE:

This requisition has multiple openings. Must be a continuing graduate student in good standing at an accredited academic institution. This is a one-year non-career appointment with the possibility of extension to a maximum of six years.

NATURE AND SCOPE OF POSITION:

Experimentalists and theorists will perform independent research in several of the following areas: applied physics, high-pressure physics, plasma physics, hydrodynamics, nuclear physics, condensed matter, transport phenomena, molecular theory computational physics, astrophysics, particle physics, atomic physics, fusion energy, medical technologies, x-ray spectroscopy, x-ray instrumentation, radiative properties of hot dense plasmas, high energy density physics, and accelerator technology.

ESSENTIAL DUTIES:

- ~ Experimentalists will design and conduct new experiments for the purpose of studying new materials, new physical processes and matter at extreme conditions.
- ~ Theorists will develop models and computer algorithms to understand the behavior of new materials, new physical processes and matter at extreme conditions.
- ~ Document work and present findings.

MARGINAL DUTIES:

None

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ BS degree in a physical science with expertise in one or more of the following areas: applied physics, high-pressure physics, plasma physics, hydrodynamics, nuclear physics, condensed matter, surface physics, transport phenomena, molecular theory computational physics, instrumentation, radiative properties of hot dense plasmas, high energy density physics, fusion energy, nuclear energy, medical technologies, or accelerator technology.
- ~ Experience conducting research in any of the areas listed above.
- ~ Experience in a scientific or research laboratory.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

None

SECURITY: Anticipated clearance level: None, L or Q depending upon lo

EMPLOYMENT REP: Toni Scott

CUSTODIAN II(811.2) - #PE-2056 - Plant Engineering / Maintenance/Operations - 9735

Date: 11/16/01 **Salary:** \$16.09-\$18.62

NOTE:

Reposted position. Originally posted on 4/27/01. Previous candidates need not reapply. Text revised effective 11/16/01. This is an Indefinite Career position. Only Indefinite Career and Flexible Term status employees may apply for this position

NATURE AND SCOPE OF POSITION:

Plant Engineering Maintenance/Operations has three Custodian II openings in the Maintenance Production Division. Under general supervision the successful applicants will perform Hammermill/Recycling Custodial tasks within the Laboratory. Will interact with co-workers, supervisor, building clients, FPOC's, Classified Administrators, Safeguards and Security and other craft personnel within the Laboratory. Reports to First Line Shop Supervisor.

ESSENTIAL DUTIES:

- ~ Operate Hammermill equipment and plastics shredders for destruction of documents and media.
- ~ Pick up, transport and dispose of accountable/non-accountable documents and media.
- ~ Responsible for signature authorization on transporting and/or destruction documentation of all accountable/non-accountable Documents and Media.
- ~ Perform Administrative Escort service for off site recycling contractor.
- ~ Provide services in support of the recycling program, which includes a responsible scheduled route to empty large recycling containers, ensure only correct materials are recycled/destroyed, notify appropriate Supervisor when foreign objects or unlocked dumpsters are identified.
- ~ Comply with Laboratory Accountable Documents and Media Procedures.
- ~ Perform daily routine Custodial tasks in support of Programs and Plant Engineering.
- ~ Order and stock supplies.
- ~ Practice and understand the elements of good customer service, good communication skills and interaction with others.
- ~ Responsible and accountable for performing tasks in accordance with ES&H regulations and procedures, fulfills all Integrated Safety, Security and Property Management responsibilities as appropriate.
- ~ Operate motor vehicles daily.

MARGINAL DUTIES:

- ~ Perform floor care maintenance including sweeping, mopping, vacuuming, stripping and refinishing hard surface floors, and carpet cleaning.
- ~ Perform window washing inside and outside, using scaffolding and ladders, clean equipment rooms, ducting, and pipes.
- ~ Operate all equipment associated with floor care maintenance including but not limited to mechanical scrubbers, wet and dry vacuums, floor finish applicators, high-speed polishers and burnishes.
- ~ Provide back up at Site 300.
- ~ Clean ceilings and walls.
- ~ Occasionally, mandatory overtime

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Demonstrated ability in handling sensitive and confidential materials.
- ~ Demonstrated ability to perform general maintenance on Hammermill equipment.
- ~ Knowledge of the Administrative Escort requirements.
- ~ Must have sufficient communication skills to receive, understand and comply with verbal work assignments and specific detailed safety instructions.
- ~ Must comply with posted warnings, and follow instructions stated on signs defining potential hazards, etc.
- ~ Ability to work on one's feet most of the workday, walking up and down stairs and inclines.
- ~ Ability to bend, stoop, and reach overhead frequently.
- ~ Must be able to lift up to 85 lbs.
- ~ Must be flexible and willing to accept change of assignment, start times, shift, or additional duties.
- ~ Ability to work scheduled as well as emergency overtime.
- ~ Possess a valid California Driver's License

NOTE: Eligibility for entering a 300 series classification is contingent upon successfully passing a Department's Exempt Review Board Review

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Demonstrated ability performing floor care maintenance including sweeping, mopping, vacuuming, stripping and refinishing hard surface floors, and carpet cleaning.
- ~ Ability to work a variety of custodial assignments in all types of office and laboratory environments, including inside and outside of buildings.
- ~ Ability to operate all equipment associated with floor care maintenance including but not limited to mechanical scrubbers, wet and dry vacuums, floor finish applicators, high-speed polishers and burnishes.
- ~ Demonstrated experience performing window washing inside and outside, using scaffolding and ladders.
- ~ Demonstrated experience cleaning equipment rooms, ducting, and pipes.

SECURITY: Anticipated clearance level: Q

EMPLOYMENT REP: Chris Nishida

VEHICLE MECHANIC(841.1) - #BO-3169 - Business Services Department/Fleet Management Group - 9524

Date: 11/15/01 **Salary:** \$24.02-\$27.83

NOTE:

This is an Indefinite Career position. Only Indefinite Career and Flexible Term status Lab employees may apply for this position.

NATURE AND SCOPE OF POSITION:

Under direct supervision of the Garage Supervisor, Fleet Management Group, Business Services Department, repairs, rebuilds, maintains, or overhauls a variety of gasoline and diesel engines and battery powered automotive equipment; including automobiles, light and heavy trucks, (gas and diesel); working from written work orders and verbal instructions.

ESSENTIAL DUTIES:

- ~ Overhauls engines and replaces rings, valves, bearings, and all worn parts. Overhauls drive train, including clutch, transmission, and differentials.
- ~ Rebuild master clutch and brake cylinders and wheel cylinders.
- ~ Troubleshoot and repair electrical systems.
- ~ Repair, reline, and adjust brakes.
- ~ Performs tune-ups, overhauling or replacing carburetors, generators, distributors, steering gears, starters, and fuel pumps.

MARGINAL DUTIES:

- ~ Occasionally repair/ maintain forklifts and trailers.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ High School diploma or GED.
- ~ Demonstrated experience as a journey level vehicle mechanic.
- ~ Demonstrated ability to use standard tools and equipment of the vehicle mechanic trade.
- ~ Valid California drivers license.
- ~ Valid Brake and Lamp license.
- ~ Computer controlled diagnostic experience.
- ~ Ability to work independently and as a team player.
- ~ Ability to determine work to be done from written work orders and verbal instructions.
- ~ Basic knowledge of safe work practices.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ Valid California Smog license.
- ~ Ability to operate tow truck.
- ~ Ability to operate forklift.

SECURITY: Anticipated clearance level: L

EMPLOYMENT REP: Chris Nishida

LEAD MAINTENANCE MECHANIC(862.4) - #PE-2973 - Plant Engineering/Maintenance Operations/Maintenance Production Division - 9704

Date: 10/19/01 **Salary:** \$29.22-\$30.68

NOTE:

This is an Indefinite Career position. Only Indefinite Career status Lab employees may apply for this position.

NATURE AND SCOPE OF POSITION:

Under limited supervision, perform day-to-day journey-level maintenance mechanic duties for Plant and Research Facilities. Interact with co-workers, supervisor, building clients, environmental safety and health technicians and other craft personnel. Reports to shop first line supervisor.

ESSENTIAL DUTIES:

- ~ Perform day-to-day duties of journey-level maintenance mechanic and assist crew supervisor in directing work activities and administrative functions: establishing priorities, setting schedules, coordinating work, training new employees and apprentices, safety training and preparing reports.
- ~ Perform as first line supervisor during his or her absence.
- ~ Assist crew supervisor in performing administrative functions and directing employees' work activities.
- ~ Respond and make decisions for the day-to-day facility and emergency situations.
- ~ Operate and maintain a wide variety of mechanical and electrical equipment/systems.
- ~ Keep plant and research systems operating, including natural gas systems, compressed air and water (city, low conductivity and demineralized) working from drawings, verbal or written instructions.
- ~ Repair water pumps, vacuum pumps, LN2 dewars, air compressors, valves, boilers and other plant equipment.
- ~ Build and operate specialized mechanical systems and devices. Operate high-pressure steam boilers, take corrective measures in the event of malfunctions within specified time according to State codes, fabricate, maintain, and repair high-pressure gas manifolds, regulators and systems.
- ~ Practice and understand the elements of good customer service, good communication skills and interaction with others.
- ~ Follow permit requirements, complete deficiency forms and preventive maintenance work requests.
- ~ Perform all tasks within LLNL Environmental, Safety and Health (ES&H) regulations and policies.
- ~ Prepare reports using the computer.
- ~ Work at Site 300 may be required.

MARGINAL DUTIES:

- ~ Assume additional duties and projects in support of Plant Engineering in scope and function as assigned.

ESSENTIAL SKILLS, KNOWLEDGES, AND ABILITIES:

- ~ A High School diploma or equivalent combination of apprentice training completion and/or work experience.
- ~ Demonstrated experience in plant electrical and mechanical maintenance or in Rounds/Maintenance Mechanic shift work including related codes, laws and regulations.
- ~ Demonstrated technical leadership experience and effective skills and ability to make independent decisions, solve problems, schedule workload and effectively utilize manpower.
- ~ Demonstrated experience operating and maintaining a wide variety of mechanical and electrical equipment such as pumps, valves, and flow controls associated with heating, air conditioning, water supply, sewage treatment and related operating systems and utilities.
- ~ Proficient in the use of hand tools and power tools of the trade.
- ~ Technical knowledge of related trades.
- ~ Demonstrated customer service, excellent communication skills and the ability to work independently or as a team member interfacing well with others.
- ~ Effective written communication skills including the ability to complete forms and write reports that are concise and readable.
- ~ Basic knowledge of ES&H laws and regulations.
- ~ Medically qualified to wear respiratory and protective equipment.
- ~ Ability to lift a minimum of 50 pounds and occasionally lift 50-85 pounds.
- ~ Willingness to work scheduled shift work, as well as emergency/overtime work (day, swing, owl) and weekends.
- ~ Possess a valid California Driver's License.

DESIRED SKILLS, KNOWLEDGES, AND ABILITIES:

None

SECURITY: Anticipated Clearance Level: Q

EMPLOYMENT REP: Chris Nishida

COMPLIANCE STATEMENT

The University of California, in compliance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, (45CR 86), Sections 503 and 504 of the Rehabilitation Act of 1973, the California Fair Employment and Housing Act, and the Americans with Disabilities Act of 1990, does not discriminate on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental disability in any of its policies, procedures, or practices; nor does the University, in compliance with the Age Discrimination in Employment Act of 1967 and Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, discriminate against any employees or applicants for employment on the basis of their age or veteran status (special disabled veteran, vietnam era veteran, and any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized. This nondiscrimination policy covers admission, access, and treatment in University programs and activities, and application for and treatment in University employment.

In conformance with University policy and pursuant to Executive Order 11246 as amended, Section 503 of the Rehabilitation Act of 1973 and Section 402 of the Vietnam Era Veterans Readjustment Act of 1974, the University of California is an affirmative action/equal opportunity employer.

The Laboratory's Affirmative Action & Diversity Program Director is Tommy E. Smith Jr.

Inquiries regarding the University's and the Laboratory's equal opportunity and affirmative action policies may be directed to the Employment Manager, (925) 422-0821.